



The Town Hall, Quayside House, Navigation Yard,
Sleaford, Lincs, NG34 7TW

Tel: 01529 303456 / Email: enquiries@sleaford.gov.uk

To: HR Panel Members

You are hereby summoned to a meeting of the HR Panel, which will take place on
Tuesday 9th August 2022 at 11.00 am in the Town Hall.

Cllr. Linda Edwards-Shea

Temporary Proper Officer (Unpaid) to Sleaford Town Council
3rd August 2022

HR PANEL AGENDA

Tuesday 9th August 2022 at 11.00 am

- 1 Panel Lead's welcome**
- 2 Appoint a note taker for the meeting** (due to the absence of Deputy Clerk)
- 3 Apologies for absence**
- 4 Minutes:** From the meeting held on Monday 8th August
- 5 Exempt information**
To resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the sensitive nature of the business to be discussed in relation to the following matters: -
- 6 Recruitment of Town Clerk**
 - 6.1 Shortlisting of Candidates for interview
 - 6.2 Confirmation of Interview Dates
 - 6.3 Any other actions necessary for the recruitment process
- 7 Date of next meeting:** TBC